



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Robert L. Davis

SUBJECT: COMMUNITY POLICING
CENTER UTILIZATION ANALYSIS

DATE: May 23, 2008

Approved

Christine J. Shipley

Date

5-23-08

BACKGROUND

At the City Council budget study sessions for the 2008-2009 Proposed Budget, the Mayor requested information regarding the operations of Community Policing Centers (CPC). This memorandum outlines the history and methodology behind creating the CPC's and provides data to demonstrate how the CPC's support the Department's community policing philosophy.

ANALYSIS

The concept of Community Policing Centers (CPC) in San José was approved by the City Council in 1999, with the goal of establishing a Center in each of the City's four police divisions. The CPC's provide the public with a place where residents and officers can interact and allow community members to file reports and receive crime prevention information. The first CPC was opened on February 26, 2000, at the Oakridge Shopping Center.

The CPC is a place where residents can drop in at their convenience to make reports or obtain information on police matters or other City services. By locating a CPC in each Division, community members have quick access to police services in their neighborhood, eliminating long travel time and parking problems at the Police Administration Building (PAB). More specifically, CPC's also provide the public with essential police services such as:

- Filing of police reports
- Providing information and referrals available to other service agencies
- Facilitating traffic citation sign-offs
- Providing a neutral ground for court-ordered custody exchanges
- Accepting evidence and found property
- Providing maps and directions
- Facilitating warrant walk-ins, self-surrenders
- Fingerprinting of children and the elderly
- Facilitating voluntary surrender of weapons and ammunition
- Providing information on crime prevention
- Affording a meeting place for residents and representatives of other City services
- Affording a meeting place for neighborhood association and non-profit groups

The CPC's also provide officers with a location to write reports, obtain supplies, gain access to various police-specific databases, and serve as rest stop facilities. CPC's give officers the ability to remain in their Division rather than return to the current PAB location for these activities.

The CPC's also provide a location to hold meetings for members of the Police Department; community and business leaders; and other City departments such as Code Enforcement and Parks, Recreation and Neighborhood Services.

Staffing is provided by on-duty personnel and Volunteer Opportunities and Leadership Training (VOLT) volunteers, when available. On-duty personnel are assigned within the district and may rotate throughout the day to staff at least one officer during business hours. However, these hours are subject to change if staff is unavailable. The current CPC schedule for each CPC is:

Monday, Wednesday, Friday:	10:00 a.m. – 3:00 p.m.
Tuesday, Thursday:	4:00 p.m. – 9:00 p.m.
Saturday:	10:00 a.m. – 6:00 p.m.

Staff are available to the public to address their concerns, questions, and to respond to request for services or information. The CPC's are located in the Central Division, Western Division, and Southern Division. Foothill Division does not currently have a CPC; however, a location was recently identified at Eastridge Mall and discussions with the property owner continue. Cost implications are being evaluated for this site, as the facility would need building upgrades prior to opening as a CPC. The Department is looking for similar model as the Southern CPC, which is located in Oakridge Mall and has minimal operating costs. Funding is not currently budgeted for site improvements.

The following information represents a snapshot of activities for January through April of 2008. Information from the previous year was not readily available for comparison.

Central Division CPC

Citation Sign-offs	6
Vehicle Identification Number (VIN) checks	3
Reports Taken	11
General Information	25
Reporting Crimes	<u>8</u>
Sub-Total Services	53

Southern Division CPC

Citation Sign-offs	41
Reports Taken	25
General Information	<u>65</u>
Sub-Total Services	131

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Western Division CPC

Community Meetings	48
Ticket Sign-offs	10
Reports Taken	7
General Information	<u>21</u>
Sub-Total Services	86

TOTAL SERVICES	270
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COORDINATION

This MBA has been coordinated with the City Manager's Budget Office

If you have any further questions regarding these issues, please feel free to contact Lt. Laurence Ryan #2802, Commander of the Research and Development Unit, Office of the Chief of Police, at 408-277-5200, or via email at Laurence.Ryan@sanjoseca.gov.



ROBERT L. DAVIS
Chief of Police

RLD:LR:CE

